



U.S. General Services Administration

# FedFleet



## Regulations and Policies FAQ's

Connie Aaron, GSA OGP

# GOV, Agency Owned, Leased, Rentals, POVs ...oh my!

- GOV- government vehicle
- Agency owned- the agency owns the vehicle
- Leased- commercial or GSA Fleet- greater than 120 days requires GOV identification
- Rentals- GSA Fleet STR Program, Official Travel (TDY)- less than 120 days
  - [DTMO](#) is government-wide source for rentals for official travel
  - **Look for the GARS fee on rental contract.** Confirm that the “Government Administrative Rate Supplement” or “GARS,” a \$5 per day fee, is listed on the rental contract at the time of pick-up and will be charged during use of the rental vehicle. This ensures that you are renting through the Program and are eligible for program benefits, including insurance. The GARS fee is intended to cover those costs incurred by the rental car company that are peculiar to doing business with the government.
- POV- privately owned vehicle [www.gsa.gov/pov](http://www.gsa.gov/pov) for current reimbursement rates.



# Can I use a GOV to...?

It depends:

- Official use means using a vehicle to perform your agency's mission *as defined and authorized by your agency*
- Contact agency fleet manager or general counsel for agency policy
- Personal liability (and DOJ defense) is based on local law under Federal Tort Claims Act
- Incidental use is a taxable benefit reported to the IRS; see <https://www.irs.gov/pub/irs-pdf/p5137.pdf>
- Perception- how would a taxpayer view the use of the vehicle?

# Can I drive my GOV home for TDY purposes?

Maybe!

- Home-to-Work regulations do not apply to employees on official travel.
  - Official travel orders must authorize GOV use.

# Can I drive my GOV in a foreign country?

Complicated.

- Many foreign countries do not recognize the U.S. Government self-insurance
- If your agency is not covered under a SOFA or other diplomatic treaty which specifically addresses liability issues.
- General Counsel's office of GSA has determined that an agency must purchase additional liability insurance to operate vehicles in foreign countries
- The Federal Torts Claims Act does not protect Federal employees outside the United States
- Contact your agency's General Counsel's office for assistance
- If short duration trips, consider commercial rentals that are inclusive of insurance in foreign countries.

# Can I transport non-Fed in my GOV?

Maybe.

- Government-wide regulations are silent. But your agency may have a policy
- Contact your agency fleet manager and/or general counsel for policy guidance
- **Federal Tort Claims Act covers Federal employees in scope of employment**
- Who would be liable if something happened?
- Is a Federal employee being displaced? In other words, is it costing taxpayers?
- Again: perception. How does it look?



# Can a contractor drive a GOV?

Of course!

Applicable regulations:

- 41 CFR 102-34.21
- FAR 51.2- Contractor Use of GSA Fleet Vehicles
- 41 CFR 101-39.202 Contractor Authorized Services

Considerations:

- Has the contracting officer authorized use of GOV's?
- Does the contractor have liability insurance?
- Do drivers have state drivers license for applicable vehicle type?

# At the end of the day can I ride my agency shuttle to the subway station?

Yes!

- Transportation Equity Act of 2005 specifically allows this
- Agencies may operate shuttles to transport employees between place of business and mass transit stations for the purpose of facilitating commute
- Head of the agency must make a determination



# Who pays for tolls?

Federal agencies are required to pay tolls

- Reimbursable expense
- Agencies may set up accounts with "EZ Pass" or similar
- Tolls are not included in GSA Fleet lease rates
- Tolls may not be paid with GSA Fleet fuel card

# Can I use the express or hot lane in a GOV?

- Drivers do have to pay for any tolls incurred while driving a GOV
- GSA does not regulate local travel
- Agency decision
  - Mission essential
  - Saves government time and money
  - Not for the convenience of the employee
- Agency policy also dictates whether use the purchase, travel or fleet card- GSA Smartpay neutral
- Home to Work Transportation- proximity of work location to home and cost analysis

# Who pays for tickets?

Employees are personally responsible for tickets/fines

- NOT a reimbursable expense
- Appropriated funds may not be used
- Tickets mailed to agency must be delivered to employee

# Where do I report misuse of a GOV?

Lots of places!

- [vehicle.policy@gsa.gov](mailto:vehicle.policy@gsa.gov)
- [howsmysdriving@gsa.gov](mailto:howsmysdriving@gsa.gov)
- Agency Fleet manager:  
[www.gsa.gov/vehiclepolicy](http://www.gsa.gov/vehiclepolicy)

# What information do I include in a GOV misuse report?

If possible, include...

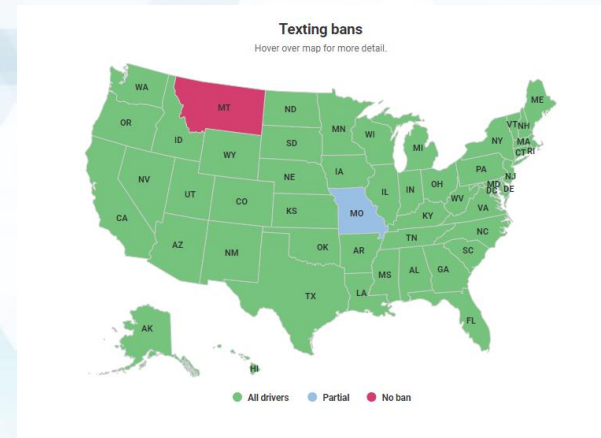
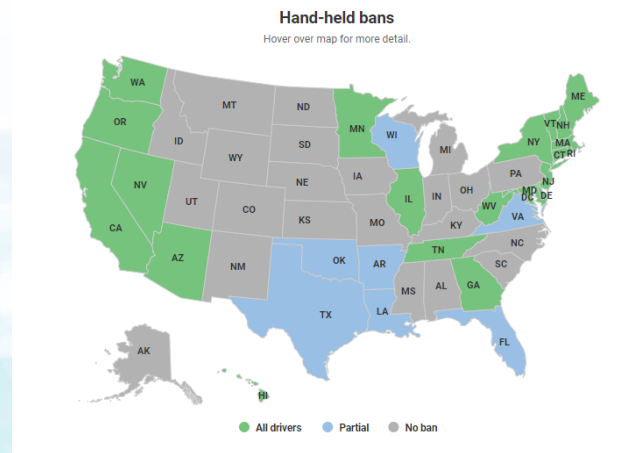
- License plate number
- Date and time of incident
- Location
- Activity that is the cause of your concern
- Description of vehicle
- Description of driver and passengers

# What is the policy on cell phone use in a GOV?

- EO 13513 prohibits:
  - texting while driving a GOV
  - texting in a POV if using government furnished equipment
- FMR Bulletin-B2 advised agencies to develop a policy recommending use of wireless devices
- Many agencies have more restrictive policies on using devices while driving a GOV
- Federal employees must obey all State and local laws and ordinances while driving a GOV



# What is your locality or State law?



- In 2001, New York became the first state to ban hand-held phone conversations by all drivers. Now 21 states and the District of Columbia have similar laws.
- Texting is banned for all drivers in 48 states and the District of Columbia.
- Thirty-eight states and the District of Columbia restrict cellphone use by young drivers.

<https://www.iihs.org/topics/distracted-driving#cellphone-laws>

# Can I carry a personal firearm in a GOV?

- 18 U.S. Code Chapter 44 - FIREARMS
  - Defines the terms
  - Possession of firearms and dangerous weapons in Federal facilities
- Agency Decision
  - Must obey all State and local laws

# What about localities that have legalized marijuana?

- Agency policy
- Must take into consideration that marijuana is still a Schedule I controlled substance under the Controlled Substance Act

# Is the use of E-Cigarettes allowed in GOV's?

- On May 10 2016, the FDA published its [final rule on Electronic Nicotine Delivery Systems \(ENDS\)](#) which defines them as tobacco products.
- The [final rule](#) took effect on August 8, 2016.
- The use of electronic alternatives that produce nicotine or other vapors is also prohibited in federally owned or leased buildings.
- GSA OGP is drafting guidance to update FMR Bulletin B-3 to advise agencies to write internal policies on the prohibited use of tobacco products in federal vehicles to include electronic alternatives that produce nicotine or other vapors.

# Can I transport an animal in a GOV?

- GSA does not regulate specific uses of vehicles or agency employees. Your agency determines official and incidental use for vehicles. The Federal Tort Claims Act only protects Federal employees when they are acting within the scope of their employment to accomplish their agency's mission.
- Drivers of government vehicles are required to abide by state and local laws.
- Any modifications to a GSA Fleet vehicle required to secure a service animal must be submitted in advance through the local GSA Fleet Service Representative for approval by the zonal director.
- Procurement of parts and services, and all associated costs, for the acquisition, installation, maintenance and removal of any installed equipment (e.g. animal cage, harness) are the responsibility of the agency.
- Any costs or financial losses GSA Fleet incurs due to the animal or the modification of the vehicle are the responsibility of the agency and will be charged back.

# Electronic Logging Devices

- Federally owned and operated vehicles (not for hire contractors) **are not** subject to the Federal Motor Carrier Safety Regulations (49 CFR 390-399)
  - Exempt from medical requirements and hours of service requirements
  - They are not considered “in commerce” as governmentally owned and operated vehicles and drivers.
- If you have a contractor operating a government vehicle, they **are** subject to the Federal Motor Carrier Safety Regulations.

Note- The CDL and Drug and Alcohol Regs (49 CFR 382 and 383) would apply if Federal driver is operating certain size vehicle.

- For more information, contact FMCSA- [Bill.Mahorney@dot.gov](mailto:Bill.Mahorney@dot.gov)





# Help! My personal belongings were stolen from my GOV!

- 31 U.S.C. § 3701 and 3721 has you covered!
- Each agency should have internal procedures to implement these regulations for loss of and damage to personal property occurring incident to service.
- GSA employees use GSA Form 2116

EMPLOYEE CLAIM FOR LOSS OF OR DAMAGE TO PERSONAL PROPERTY				
<small>NOTE: Complete and submit this form, along with supporting documents, to the Regional Counsel's office for claims in excess of \$2,500.</small>				
<small>PRIVACY ACT INFORMATION: Solicitation of the information is authorized by the Federal Military Personnel and Civilian Claims Act of 1964, 31 U.S.C. §3701, et seq, as amended. Disclosure of this information by you is voluntary. The information will be used for filing a claim for loss of or damage to employee personal property. This information will be transferred to appropriate Federal, State, local, or foreign agencies, when relevant to civil, criminal or regulatory investigations or prosecutions, or pursuant to a request by GSA or such other agency in connection with the hiring or retention of an employee, the issuance of a security clearance, the investigation of an employee, the letting of a contract, or the issuance of a license, grant, or other benefit. Failure to furnish this information will delay or prevent processing of your claim.</small>				
1. NAME OF CLAIMANT		2a. AREA CODE	2b. PHONE NO.	2c. EXT.
4a. STREET ADDRESS		5. SERVICE OR STAFF OFFICE		
4b. CITY	4b. STATE	4c. ZIP CODE	6. DIVISION OR BRANCH	
7. LOCATION OF LOSS OR DAMAGE				8. TOTAL AMOUNT OF CLAIM
9. DESCRIPTION OF PROPERTY (Use additional sheet, if necessary)				
ITEMIZED LISTING (a)	DATE ACQUIRED (b)	PURCHASE PRICE OR VALUE WHEN ACQUIRED (c)	VALUE WHEN LOST OR DAMAGED (d)	ESTIMATED REPAIR OR REPLACEMENT COST (e)
10. TYPE OF CLAIM				
<input type="checkbox"/> a. LOSS				
<input type="checkbox"/> b. DAMAGE				
c. BRIEF STATEMENT OF CIRCUMSTANCES				

# Does my GOV need a State Safety and Emissions Inspection?

- Congress waived the Federal government's sovereign immunity in the Clean Air Act, which is why GOVs with government plates are required to comply with emissions inspections and other state-imposed environmental requirements.
- No waiver for safety inspections.
- But, if you are using a State license plate on the vehicle, the government is subject to all the safety and emissions inspection requirements.

# Do I report “tactical” law enforcement vehicles in FAST?

My agency has acquired some tactical SWAT units. I don’t have to report them in FAST, right?

Wrong! Those “tactical” police units are not military, they are civilian, purchased off GSA Schedules. Not exempt! Report them as “law enforcement.”

# Are intelligence activities exempt from FAST reporting?

My agency contains an intelligence activity that reports to the Director of National Intelligence. Is it exempt?

Nope. An intelligence activity that is part of a larger agency is subject to the same requirements as the rest of the agency (one exception). The vehicles are not exempt.

# Special parking requirements for GOVs?

41 CFR 102-34.230-How am I responsible for protecting Government motor vehicles?

- When a Government motor vehicle is under your control, you must:
  - Park or store the Government motor vehicle in a manner that reasonably protects it from theft or damage; and
  - Lock the unattended Government motor vehicle. (The only exception to this requirement is when fire regulations or other directives prohibit locking motor vehicles in closed buildings or enclosures.)

41 CFR 102-34.240-Who pays for parking fees?

- You must pay parking fees while operating a Government motor vehicle. However, you can expect to be reimbursed for parking fees incurred while performing official duties.

41 CFR 102-34.245-Who pays for parking fines?

- If you are fined for a parking violation while operating a Government motor vehicle, you are responsible for paying the fine and will not be reimbursed.

# Parking and GOVs

41 CFR 102-74-Facility Management ([www.gsa.gov/fmr](http://www.gsa.gov/fmr))

## Parking Facilities

- Who must provide for the regulation and policing of parking facilities?
- Are vehicles required to display parking permits in parking facilities?
- May Federal agencies authorize lessors or parking management contractors to manage, regulate and police parking facilities?
- Are privately owned vehicles converted for propane carburetion permitted in underground parking facilities?
- How must Federal agencies assign priority to parking spaces in controlled areas?
- May Federal agencies allow employees to use parking spaces not required for official needs?
- Who determines the number of employee parking spaces for each facility?
- How must space available for employee parking be allocated among occupant agencies?
- How must Federal agencies assign available parking spaces to their employees?
- What measures must Federal agencies take to improve the utilization of parking facilities?



# What about insurance?

- Long standing policy of the Government to self-insure its own risk of loss.
- Federal Torts Claims Acts protects Federal employees from personal liability while acting within the scope of their employee to accomplish their agencies mission.
- Yes, you may be personally liable for an accident if you are found to be operating the vehicle outside the scope of your employment!
- All Tort claims are automatically transferred to the Justice Department. Don't assume your agency has you covered.

# Need Help?

GSA Office of Government-wide Policy  
Fleet Policy Division

[www.gsa.gov/vehiclepolicy](http://www.gsa.gov/vehiclepolicy)  
[vehicle.policy@gsa.gov](mailto:vehicle.policy@gsa.gov)

GSA Fleet

[www.gsa.gov/gsafleet](http://www.gsa.gov/gsafleet)  
[gsafleet@gsa.gov](mailto:gsafleet@gsa.gov)



# You've Got Motor Vehicle Policy Questions?

## We've Got Answers

[Vehicle.Policy@GSA.Gov](mailto:Vehicle.Policy@GSA.Gov)





U.S. General Services Administration

# FedFleet



## **Federal Motor Vehicle Regulations & Policies**

Connie Aaron

GSA Office of Government-wide Policy

# Framework

- Law
- Regulation
- Bulletin
- Agency Policy
- Executive Order
- OMB Circular
- Comptroller General Decisions
- Office of General Counsel Guidance
- Informed Decision-making

# Law

Federal Property & Administrative Services Act 1949 (as amended) = Statutory law

- Established the General Services Administration
- Provides GSA broad authorities for property management and oversight
- Authorizes GSA to issue regulations that are published in the Code of Federal Regulations (CFR) and are considered administrative law



# Sources of Information

- Federal Register ([www.gpoaccess.gov/fr](http://www.gpoaccess.gov/fr))
  - daily publication site for Executive Orders, Regulations, Agency notices, etc.
- Code of Federal Regulations ([www.gpoaccess.gov/cfr](http://www.gpoaccess.gov/cfr))
  - integrated publication of permanent rules (50 titles)
- Federal Property Management Regulation & Federal Management Regulation (FPMR & FMR) ([www.gsa.gov/fmr](http://www.gsa.gov/fmr))
- Federal Acquisition Regulation (FAR) ([www.gsa.gov/far](http://www.gsa.gov/far))
- Federal Travel Regulation (FTR) ([www.gsa.gov/ftr](http://www.gsa.gov/ftr))
- Individual Agency Regulations and Directives

# Regulations

- Federal Property Management Regulation & Federal Management Regulation (FPMR & FMR)
  - 41 CFR 101-26.501 (Purchase of New Motor Vehicles)
  - 41 CFR 101-39 (Interagency Fleet Management Systems = GSA Fleet)
  - 41 CFR 102-5 (Home-to-Work Transportation)
  - 41 CFR 102-34 (Motor Vehicle Management)
  - 41 CFR 102-39 (Replacement of Personal Property Pursuant to the Exchange/Sale Authority)
  - 41 CFR 301 (Federal Travel Regulation)

# 41 CFR 102-34 (Motor Vehicle Management)

- Plain language, question/answer format
- Defines terms (vehicle types, sources of supply, etc.)
- Defines scope (Military design vehicles excluded, law enforcement vehicles excluded from most provisions)

# Subpart B - Obtaining Fuel Efficient Motor Vehicles

- purchase and lease vehicles that achieve maximum fuel efficiency
- Have body types, engine sizes, and options essential to agency mission
- Establish and document a structured vehicle allocation methodology (VAM)
- Fleet average fuel economy standards published each year by the Department of Transportation ([www.dot.gov](http://www.dot.gov))

# Subpart C - Identifying & Registering Motor Vehicles

Display identification that indicates:

- “For Official Use Only” & “U.S. Government”
- Identification of the agency or service that owns or leases the vehicle (seal or tag code)
- Federal license plate is the preferred location

Register vehicles in the Federal Motor Vehicle Registration System

- Agency Fleet Manager coordinates this effort

# Subpart C - Identifying & Registering Motor Vehicles

- Obtain U. S. Government license plates from Federal Prison Industries (UNICOR)
- Include the letter code assigned to the agency that owns the vehicle
- Display on front and rear of vehicle
- DC based vehicles = Require U.S. Govt. plates unless exempt



# Subpart C - Identifying & Registering Motor Vehicles

Exemptions to Government license plates and identification:

- Limited (Agency head authorizes, up to three years) can now include administrative vehicles
- Unlimited (investigative, law enforcement, intelligence, or security duties)
- Special (President & heads of Executive Departments)

## Subpart D- Official Use of Government Vehicles

Official Use is:

Using a motor vehicle to perform your agency's mission(s), as authorized by your agency

## Subpart D- Official Use of Government Vehicles

### Misuse of Government motor vehicles

- Incidents reported to employing agency
- Minimum one month suspension up to removal



## Subpart D- Official Use of Government Vehicles

### Driver responsibilities:

- Operate, park, store, and lock as appropriate to prevent theft or damage
- Obey all State and Local traffic laws
- Use all safety devices including seat belts
- Pay any parking fees and fines

## Subpart E - Replacement of Motor Vehicles

Minimum replacement standards:

- Sedans - 3 years/60,000 miles
- Buses - Mileage only
- Trucks - By class, 6 years/50,000 miles minimum

# Subpart F - Scheduled Maintenance of Motor Vehicles

Requires scheduled maintenance programs:

- Meet emission standards
- Meet warranty requirements
- Ensure safe & economical operation
- Meet manufacturer recommendations



# Subpart G - Motor Vehicle Crash Reporting

Report crashes as follows:

- SF 91 - “Motor Vehicle Accident Report”
- SF 94 - “Statement of Witness”
- Follow internal agency directives for owned & leased vehicles
- Report crashes of GSA Fleet vehicles to GSA Fleet

# Subpart H - Disposal of Motor Vehicles

Transfer ownership as follows:

SF 97-1 - “U.S. Government Certificate to Obtain Title to a Motor Vehicle” (Other forms may be required by jurisdiction)

Consult the following regulations for detailed instruction:

41 CFR Part 102-38 “Sale of Personal Property”

41 CFR Part 102-39 “Replacement of Personal Property Pursuant to the Exchange/Sale Authority”

# Subpart I - Motor Vehicle Fueling

Obtain fuel by:

Government charge card, fuel facility, or reimbursement  
(See OMB Circular A-123 for Gov't. charge card guidance)

Refuel using:

The fuel type & minimum grade recommended by the vehicle manufacturer

# Subpart J - Federal Motor Vehicle Fleet Report

- The Federal Fleet Report (FFR) compiles:
  - Inventory, Acquisition, Cost, Mileage and Fuel Use data for Federal motor vehicles
- Reported annually through the Federal Automotive Statistical Tool (FAST) <http://fastweb.inel.gov>
- FAST also used to submit data for Energy Policy Act (DOE), EIA, & OMB Circular A-11 Budget (OMB)

# Regulatory Bulletins

Informational in nature – Guidance, not mandates

- FMR B-1 Acquisition and display of official U.S. Government license plates
- FMR B-2 Use of hand-held wireless telephones
- FMR B-3 Use of tobacco products in motor vehicles
- FMR B-6 Proceeds from sale of agency-owned vehicles
- FMR B-11 U.S. Government License Plate Codes
- FMR B-15 Requirements for MIS in Federal Vehicle Fleets
- FMR B-19 Increasing the Fuel Efficiency of the Federal Motor Vehicle Fleet
- FMR B-28 Federal Employee Transportation and Shuttle Services
- FMR B-29 Accurately Reporting Passenger Vehicle Inventory in FAST
- FMR B-31 Government Motor Vehicle Fueling During Market Shortages
- FMR B-32 Posting Executive Fleet Vehicles on Agency Websites
- FMR B-33 AFV Guidance for Law Enforcement and Emergency Vehicle Fleets
- FMR B-35 Home to Work Transportation
- FMR B-38 Indirect Costs of Motor Vehicle Fleet Operations
- FMR B-43 Vehicle Allocation Methodology for Agency Fleets (March 2017)
- FMR B-48 Guidance on Exchange/Sale Financial Accounting for Personal Property

# 41 CFR 102-5 Home to Work

Employees not covered by HTW:

- Employees who are on official travel (TDY); or
- Employees who are on permanent change of station (PCS) travel; or
- Employees who are essential for the safe and efficient performance of intelligence, counterintelligence, protective services, or criminal law enforcement duties when designated in writing as such by their agency head.





# 41 CFR 102-5 Home to Work

- HTW for employees is generally NOT allowed
- Employees may be approved HTW by the head of the agency for—
  - Field work (up to 2 years)
  - Clear and present danger (15 days)
  - Compelling operational consideration (15 days)
  - Emergency (15 days)
  - Approved by person or specific job position
- Approval authority may not be delegated!
- Field work means official work requiring the employee's presence at various locations other than his/her regular place of work. (Multiple stops(itinerant-type travel) within the accepted local commuting area, limited use beyond the local commuting area, or transportation to remote locations that are only accessible by Government-provided transportation.)

# 41 CFR 301 Temporary Duty (TDY) Travel Allowances

- Defines methods of transportation agency may authorize for TDY including government vehicles.
- Agency must select the method most advantageous to the Government, when cost and other factors are considered.
- For what purposes may a government vehicle used while TDY? Only official purposes which include transportation: Between places of official business; Between such places and places of temporary lodging when public transportation is unavailable or its use is impractical; Between either [paragraph \(a\)](#) or [\(b\)](#) of this section and restaurants, drug stores, barber shops, places of worship, cleaning establishments, and similar places necessary for the sustenance, comfort, or health of the employee to foster the continued efficient performance of Government business; or as otherwise authorized by your agency under 31 U.S.C. 1344.



# 41 CFR 301 Temporary Duty (TDY) Travel Allowances

*How does the FTR relate to fleet management?*

FAQ- How many miles can I drive a GOV in one day?

- Official travel orders?
- Most advantageous mode of transportation selected?
- Driver Fatigue- not regulated by GSA.
  - Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA) regulates drivers with commercial driver's licenses (CDLs) and the hours of service
  - <http://www.fmcsa.dot.gov/rules-regulations/topics/hos/index.htm>



# Other Federal Fleet Related Regulations

- Executive Order 13513- 2009
- FEDERAL LEADERSHIP ON REDUCING TEXT MESSAGING WHILE DRIVING
  - Agency issued internal guidance
  - FAR Citation- Encouraging Contractor Policies to Ban Text Messaging While Driving
- National Archives and Records Administration
  - Formerly known as GENERAL RECORDS SCHEDULE 10 Motor Vehicle and Aircraft Maintenance and Operation Records
  - GRS 5.4 Facility, Equipment, Vehicle, Property, and Supply Records
  - <https://www.archives.gov/files/records-mgmt/grs/grs05-4.pdf>

# GRS 5.4 Facility, Equipment, Vehicle, Property, & Supply Records

Transmittal No. 27  
January 2017

General Records Schedule 5.4

## GENERAL RECORDS SCHEDULE 5.4: Facility, Equipment, Vehicle, Property, and Supply Records

This schedule covers records Federal agencies create and receive while managing, operating, and maintaining Government-owned and -leased real property, facilities, equipment, vehicles (land, water and air), personal property, and supplies. This includes allocating space and managing supply stock.

Item	Records Description	Disposition Instruction	Disposition Authority
010	<p><b>Facility, space, vehicle, equipment, stock, and supply administrative and operational records.</b></p> <p>Records relating to administering and operating facilities, spaces, Federally owned and operated housing, land vehicles, water vessels, equipment, stocks, and supplies. Includes:</p> <ul style="list-style-type: none"><li>• statistical and narrative reports</li><li>• studies</li><li>• requests for space using Standard Form 81 or equivalent</li><li>• space assignments and directories</li><li>• inventories of property, equipment, furnishings, stock, and supplies</li><li>• reports of survey regarding lost, damaged, missing, or destroyed property</li><li>• requisitions for supplies and equipment</li><li>• records tracking supply and procurement requirements</li><li>• records scheduling and dispatching vehicles, monitoring use, and reporting use</li><li>• related correspondence</li></ul> <p><b>Exclusion 1:</b> Records of aircraft operations (item 110 in this schedule covers these).</p> <p><b>Exclusion 2:</b> Records of supply and property procurement (GRS 1.1, item 010 covers these).</p> <p><b>Exclusion 3:</b> Requisition and supply records of the General Services Administration's GSA Global Supply program and Defense Logistics Agency records on military supply provision (supply is these agencies' mission so they must schedule the records separately).</p>	<p><b>Temporary.</b> Destroy when 3 years old or 3 years after superseded, as appropriate, but longer retention is authorized if required for business use.</p>	<p>DAA-GRS-2016-0011-0001</p>



# OPM Regulates Drivers, not GSA

CFR Title 5 PART 930—

PROGRAMS FOR SPECIFIC POSITIONS AND EXAMINATIONS  
(MISCELLANEOUS)

Subpart A—Motor Vehicle Operators

- Definitions
- Medical Evaluations
- Authorizations
- Corrective Actions



# Environmental Regulations Where do I look for help?

- Department of Energy
  - Federal Energy Management Program (FEMP)
  - <https://energy.gov/eere/femp/federal-fleet-management>

# Environmental Regulations Where do I look for help?

- Comprehensive list of laws and requirements related to fleet management sustainability goals. Note: The page will be updated soon with information about Executive Order 13834: Efficient Federal Operations, which was signed on May 17, 2018, and replaced and revoked Executive Order 13693.
- [https://www4.eere.energy.gov/femp/requirements/requirements\\_filtering/fleet\\_management](https://www4.eere.energy.gov/femp/requirements/requirements_filtering/fleet_management)



# Environmental Regulations: Where do I look for help?

- Environmental Protection Agency (EPA)
- EISA 141
- <https://www.epa.gov/regulations-emissions-vehicles-and-engines/federal-fleets-using-low-greenhouse-gas-emitting-vehicles>

# Where do I go for policy questions in my agency?

- Agency Fleet Manager
- Agency General Counsel's office
- Agency Directives and Guidance Documents

# www.gsa.gov/vehiclepolicy

The screenshot shows a web browser window with the URL [www.gsa.gov/portal/content/104602](http://www.gsa.gov/portal/content/104602). The browser's address bar and tabs are visible at the top. The GSA website navigation bar includes links for TRAVEL, REAL ESTATE, ACQUISITION, TECHNOLOGY, POLICY & REGULATIONS, and ABOUT US. The breadcrumb trail reads: Home > Policy & Regulations > Policy > Vehicle Management Policy >.

**VEHICLE MANAGEMENT POLICY**

- > Overview
- Councils
- Exchange/Sale of Motor Vehicles
- Federal Fleet Reports
- Vehicle Management Library
- Shuttles to Transport Employees
- Telematics
- Who is my Agency Fleet Manager?

## Motor Vehicle Management Policy Overview

Access the latest [Motor Vehicle Management Advisory Bulletins](#).

Motor vehicle management policy seeks to improve management and enhance the performance of the motor vehicle fleets operated by federal agencies.

These efforts involve:

- Continuous evaluation of federal motor vehicle management programs and policies;
- Examining new technologies and automated systems;
- Analyzing the impact of current and proposed regulations, laws, Executive Orders, and international agreements;
- Facilitating the Federal Fleet Policy Council (FEDFLEET); and
- Education and training of federal fleet management professionals.

**Motor Vehicle Management Resources**

**CONTACTS**

- Vehicle Policy
  - [View Contact Details](#)

**ADDITIONAL CONTACTS FOR**

- [Federal Vehicle Policy](#)

**OGP MOTOR VEHICLE POLICY DIVISION**

**REFERENCE**

- [Motor Vehicle Management Regulation](#)

The Windows taskbar at the bottom shows the time as 10:49 AM on 1/19/2016, along with various system icons and application shortcuts.

[www.gsa.gov/gsafleet](http://www.gsa.gov/gsafleet)

## GSA Fleet Customer Leasing Guide can be found in GSA Fleet Drive-Thru



The screenshot shows the GSA Fleet website. The top navigation bar includes links for BUYING & SELLING, REAL ESTATE, POLICY & REGULATIONS, SMALL BUSINESS, TRAVEL, SHARED SERVICES, TECHNOLOGY, and ABOUT US. A breadcrumb trail reads: Home > Buying & Selling > Products & Services > Transportation & Logistics Services > Vehicle Leasing.

### VEHICLE LEASING

> Overview

- Accident Management Center
- Alternative Fuel Vehicles & Technology
- FedFleet 2019
- Find a Fleet Service Rep (FSR)
- Fleet Management Centers
- Fleet Services Card
- Fleet Solutions
- GSA Fleet Drive-thru
- Important Fleet Publications
- Important Information | Recalls
- Maintenance Control Center
- National Safety Program
- Sales of GSA Fleet Vehicles

### GSA Fleet - Leading the Way

#### RIGHT VEHICLE, RIGHT PRICE, GREAT SERVICE

Since 1954, GSA Fleet has been providing quality vehicles and efficient and economical fleet management services to over 75 participating federal agencies.

Growing from its origin in 1954 to over 214,000 vehicles, the GSA Fleet is one of the largest non-tactical fleets in the United States. The GSA fleet includes:

- Sedan;
- Buses and ambulances;
- Light, medium, and heavy trucks; and
- Passenger vans.

GSA Fleet provides federal customers end-to-end fleet management services including:

- Vehicle acquisition and disposal;
- Maintenance control and accident management;
- Fuel and loss prevention services; and
- A robust fleet management system that provides detailed and accurate data.

**CONTACTS**  
GSA Fleet [gsafleet@gsa.gov](mailto:gsafleet@gsa.gov)  
• [View Contact Details](#)

**FedFleet**





# Need Help?

GSA Office of Government-wide Policy  
Vehicle Policy Division

[www.gsa.gov/vehiclepolicy](http://www.gsa.gov/vehiclepolicy)

vehicle.policy@gsa.gov

GSA Fleet

[www.gsa.gov/gsafleet](http://www.gsa.gov/gsafleet)

gsafleet@gsa.gov



**You've Got Motor Vehicle Policy Questions?  
We've Got Answers**

**[vehicle.policy@gsa.gov](mailto:vehicle.policy@gsa.gov)**

